



Minneapolis Field Federal Safety and Health Council

(TC FFSHC)

MEMORANDUM FOR TC-FFSHC MEMBERS

25 October 2013

FROM: Twin Cities FFSHC Chair (Duke Lang)

SUBJECT: Minneapolis FFSHC Minutes – 2nd Quarter CY13

1. The Twin Cities FFSHC convened at 1300 on 20 June 2013 at the 133rd Airlift Wing Headquarters building. The purpose of this council is to provide a forum for discussion of, and solutions to, Safety, and Occupational Health related issues at federal agencies located within the Twin Cities metropolitan area. This council meeting is held in accordance with 29 CFR 1960, *Basic Program Elements for Federal Employees OSHA*. Council members are encouraged to share the information contained herein with every level of supervision.
2. Twin Cities Field Federal Safety and Health Council Chair, Duke Lang, welcomed attendees to the meeting. (Updated Contact Roster)
 - a. Introduction of all present members (9 council members in attendance and additional 5 on conference call).
 - b. Successful test of new teleconference process
3. Old Business: Handed out and reviewed last council meeting minutes from 15 Mar. 2013.
4. Federal OSHA Updates presented by Duke Lang from information provided by Regional OSHA Director, Mr Mark Hysell:
 - a. OSHA updates on the Global Harmonizing System (GHS). All organizations need to be on track to complete initial GHS awareness training by December 1, 2013.
 - i. GHS Reminder: Visit the FEB FFSHC web site for information and presentation on the Globally Harmonized System (GHS) Haz Com program changes.
 - ii. Go to: <http://www.minnesota.feb.gov/councils/federal-safety-health-council>
 - iii. Under Resources for more details and training materials.
 - b. Local / Regional safety focus by OSHA is on Forklift safe operations.
 - c. Reminder that OSHA has a safety assistance program available to all Federal agencies and organizations.
5. Minnesota OHSA Update: No updates at this time.
6. Minnesota Federal Executive Board (MNFEB) updates from Mr. Joe Schmitt (Director)
 - a. Provided a brief synopsis of what the FEB does.
 - b. The FEB in conjunction with FEMA Region 5 is going to hold a COOP event for all agency disaster preparedness personnel in August to include severe weather/tornado drills and other emergency drills.
 - c. Opportunity for agencies to verify their recall process and practice their response plans.



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- d. FEMA will be coming back in August for a listen and learn session for all agency emergency management personnel.
 - e. More details available on the MN FEB web site and Facebook page
 - f. He let the council know that the FEB does have emergency support assets available to Federal agencies
 - g. Reminder to take advantage of our cross Federal organizations safety support.
 - h. FEB Web Links:
 - i. FEB National web site: <http://www.feb.gov/index.asp>
 - ii. The Minnesota FEB new web site: <http://www.minnesota.feb.gov/>
 - iii. The Twin Cities Field Federal Safety and Health Council (TCFFSHC) web site at: <http://www.minnesota.feb.gov/councils/federal-safety-health-council>
 - iv. FEB Safety Training is also available via the FEB web site: <http://www.minnesota.feb.gov/index.php/register/training>
7. Duke Lang's presentation on Fire Safety: Exit Routes, Emergency Action Plans, Fire Prevention Plans and Fire Protection
- a. Power Point presentation on the basics of the program
 - b. Presentation slides will be posted on MN FEB web site.
 - c. Egress aisle requirements: See Robs e-mail 36 inch rule posted on FEB FFSHC web site
 - d. EXIT Sign illumination guidance: external illuminated, dedicated, incandescent/florescent source, self contained IAW 29CFR 1910 37b para 4
8. Council members did Fire Extinguisher training taught by 133rd AW Fire Chief
- a. Reviewed proper operation of fire extinguishers using the PASS method
9. New Business:
- a. Discussed training presentation for next council meeting. Work Place Violence
 - b. Plan for what topics will be planned for future council meetings
10. Do Outs for FFSHC:
- a. Update FFSHC e-mail contact list
 - b. Post updated FFSHC documents out on FEB new web site
 - c. Post Fire Safety presentation and support documents
 - d. Research webinar process
11. Next Meeting: The next TC FFSHC is scheduled for: UPDATED!!
- a. Thursday, DECEMBER 5, 2013
 - b. Time: 12:00 Networking Lunch, 1:00pm Council meeting
 - c. Location: Ft. Snelling Officer Club
 - d. Teleconference call in number: 866-723-2853 access code 5765479
 - e. Training Items: Council Leadership Elections, OSHA updates, CY 2014 training schedule
 - f. See below for directions



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//Signed//
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Secretary, FFSHC
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//Signed//
Duke Lang
Chair, FFSHC
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Calendar Year 2013 Schedule and Topics:

	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Meeting Date/Time	Thursday 14 Mar 2013 1:00 pm – 2:00 pm	Thursday 6 June 2013 1:00 pm – 2:00 pm	Thursday 10 Oct. 2013 1:00 pm – 2:00 pm	Thursday 5 Dec 2013 12:00 pm – 1:00 pm Networking Lunch 1:00 pm 2:30 pm Meeting
Meeting location	133 rd AW HQ Command Conference Room	133 rd AW HQ Command Conference Room	CANX Due to Govt. Shutdown	Ft. Snelling Officer Club Lower Level
Presentation	NEW HAZ COMM, Global Harmonization program	Fire Safety – Lecture / Hands- on		Council Leadership Elections OSHA updates Set up next year's training plan
Presenter	Working Group	Mr. Mark Legvold, 133AW Fire Chief		Rob McGinn Mark Hysell



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***Officers' Club at Ft. Snelling**

395 Highway 5 and Post Rd, St Paul, MN 55111

The historic Fort Snelling Officers' Club is located just south of the Minneapolis-St. Paul International Airport, on Highway 5 and Post Road, at the Fort Snelling State Park entrance.

From Southwest/West/Northwest:

Take I-494 East. Take Exit 1-A on to MN-5 towards MSP Terminal 1. Follow signs for Post Road. Turn Right at end of Exit ramp towards Ft Snelling State Park. Take first left turn towards Officer's Club.

From Southeast/East/Northeast:

Take I-494 West. Take Exit 1-A on to MN-5 towards MSP Terminal 1. Follow signs for Post Road. Turn Right at end of Exit ramp towards Ft Snelling State Park. Take first left turn towards Officer's Club.

From North (MN-62/MN-55):

Take MN-5 west/south towards MSP Airport. Just past the entrance to Terminal 1 is the Post Road exit. Turn left at end of exit ramp. Go straight towards Ft Snelling State Park entrance after crossing over MN-5. Take first left turn towards Officer's Club.

